

Job Title:	<b>Parks &amp; Rec Maintenance Technician I (Public Garden)</b>
Job Description Number:	<b>726</b>
Department/Division:	<b>Parks &amp; Recreation/Grounds</b>
Exemption Status:	<b>Non-Exempt</b>
Pay Grade:	<b>204</b>
Immediate Supervisor:	<b>Public Garden Supervisor</b>
Normal Work Schedule:	<b>Mon-Fri, 8 hours/day</b>

**Brief Description of the Job:**

Assist with the maintenance and beautification of the Central Business District's landscaped areas and garden areas. Plant and maintain flower beds, mulch, hedge/trim plant material, plant shrubs and trees, light tree work, turf maintenance, and weed control. Responsible for litter removal and the maintenance of park amenities. Assist during storm clean up and weather related events. Assist with special projects and the set up and clean-up of special events.

**Essential Functions:**

**Landscape Maintenance (60%):** Cut grass and weed eat throughout Falls Park and the Central Business District. Fertilize, aerate and over-seed turf. Perform maintenance on landscaped beds, plant annual flowers and mulch trees and landscaping.

**General Maintenance (30%):** Responsible for litter removal, maintenance of park amenities and clean restrooms.

**Special Projects and Events (10%):** Assist with the set-up and clean-up of special events and assist with various City related projects.

Other duties and responsibilities as assigned.

**Physical Demands**

**Overall Strength Demands:** Heavy strength demands include exerting 50-100 pounds occasionally, 25-50 pounds frequently, or from 10 up to 20 pounds constantly.

**Physical Demands:** Continuously requires walking, lifting, and vision. Frequently requires standing, carrying, climbing, foot controls, balancing, hearing, and talking. Occasionally requires sitting, reaching, handling, kneeling, crawling, pushing/pulling, bending, crouching, and twisting.

**Machines, Tools, Equipment, and Work Aids:** Mower, truck, blower, weed eater, hand tools, and rakes.

**Computer Equipment and Software:** None.

## **Working Conditions**

**Overall Working Conditions:** Disagreeable: Frequent exposure to unpleasant environmental conditions and/or hazards.

**Environmental Factors:** Daily exposure to extreme temperature, respiratory hazards, and noise and vibration. Weekly exposure to physical hazards. Monthly exposure to wetness and/or humidity. Seasonal exposure to physical hazards.

**Health and Safety:** Occasional exposure to communicable diseases.

**Primary Work Location:** Outdoors (Public Parks).

**Protective Equipment Required:** Safety glasses, ear protection, steel-toed shoes, gloves, safety vest, and hard hat.

## **Non-Physical Demands**

Frequently requires frequent change of tasks, performing multiple tasks simultaneously, working closely with others as part of a team, and noisy/distracting environment. Occasionally requires time pressures. Rarely requires emergency situations, irregular schedule/overtime, and tedious or exacting work.

## **Job Requirements**

**Formal Education:** High school diploma or equivalent is required.

**Experience:** Under and including one year of experience in landscape management/grounds maintenance is preferred.

**Driver's License Required:** Class D South Carolina license.

**Certifications and Other Requirements:** None.

## **Job Demands**

**Reading:** Basic Level: Ability to read basic communication using common two or three syllable words.

**Math:** Basic Level: Ability to perform the four basic arithmetic operations (addition, subtraction, multiplication, division).

**Writing:** Basic Level: Ability to write simple sentences containing subject, verb, and object, and/or series of numbers, names, and addresses.

**Human Collaboration Skills:** Work requires regular and routine interaction involving exchange and receipt of information. Work has a moderate impact on the organization. External contacts include general public. Internal contacts include Public Works, Special Events and Police.

**Management and Supervision:** Job has no responsibility for the direction or supervision of others.

**Technical Skill:** Basic skill: Work requires the use of standard technical skills appropriate to the work environment of the organization. Standard application: Work product primarily affects unit processes.

### **Freedom to Act and Impact of Action**

Receives Immediate Direction: The employee normally performs the duty assignment after receiving detailed instructions as to methods, procedures, and desired end results with little room for deviation. The immediate supervisor may, at times, provide close and constant review. Moderate impact of action: Moderate benefits or costs in time, money, or public/employee relations.

### **Disclaimer**

The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job.